



*The Broome County Arts Council inc.
223 State Street Binghamton NY, 13901*

2023 Broome Art Trail Artist Participant Information Sheet

Important Dates

- **Artist Registration Opens:** May 15, 2023
- **Artist Registration Closes:** 11:59pm June 19, 2023
- **Artist Registration Fee due:** 11:59pm July 3, 2023
- **Photos for Marketing due:** 11:59pm July 3, 2023
- **Artist Meet and Greet:** October 5, 2023
- **Broome Art Trail:** October 7th and 8th 2023, 10am-4pm

Artist Registration Process

- **Step One: Contact a 2023 Broome Art Trail Site Coordinator!:** Interested artists MUST contact one of the 2023 Broome Art Trail Site Coordinators to be paired with a participating venue.
 - Binghamton/Johnson City/CCE Farmer's Market Site Coordinator: Connie Barnes, cbarnes@broomearts.org
 - Endicott Site Coordinator: Alexandra Davis, equinoxprintmaking@gmail.com
 - Whitney Point Site Coordinator: Lori Warfield, lwarfield793@gmail.com
 - The Town of Maine Site Coordinator: Phil Childs, achild233@aol.com
- **Step Two: Fill out the 2023 Artist Registration Form!:** After contacting a 2023 Site Coordinator, artists are required to complete an artist registration form. It's important to note that each municipality has its own unique registration form, so please ensure that you fill out the correct one! *This form can be found at* <https://broomearts.org/in-the-community/broome-art-trail/>
- **Step Three: Pay the 2023 Broome Art Trail Artist Participation fee!:** Once an artist has been paired with a venue and fills out a registration form they will receive an invoice from the Broome County Arts Council (BCAC) requesting payment. Artist MUST pay this invoice by **July 3rd** to secure their spot on the trail!
- **Step Four: Send photos to Holly by July 3rd!:** Artists will need to send Holly Cooper (hcooper@broomearts.org) **five images** representative of their work that can be used in 2023 Broome Art Trail marketing. These images need to be sent in by **July 3rd**. Please note:



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- Each file should be named using the following format: (LAST NAME_FIRST NAME_Title of piece_Date piece was created. jpg).
- Images should be larger than 600px by 600px. No blurry images please!
- Images can not have glares or shadows!
- **Step Five: Keep an eye on your email for updates about the 2023 Broome Art Trail!**
The Broome County Arts Council (BCAC) will share updates with artists about the Broome Art Trail via email. Therefore it is important that the artists keep an eye on their inboxes!

2023 Schedule

- The 2023 Broome Art Trail will occur Saturday, October 7th and Sunday, October 8th from 10AM-4PM both days. The venue schedule is as follows:
 - *Saturday, October 7, 2023 10AM-4PM:* Galleries, studios, and other venues.
 - *Sunday, October 8, 2023 10AM-4PM:* CCE Farmer's Market and studios ONLY.

2023 Pricing

- **DAY ONE ONLY;** All other venues (ie. galleries, studios, etc.): **\$35.00** per artist for BCAC members AND non-members.
- **DAY TWO ONLY** CCE Farmer's Market: **\$40.00** per artist for BCAC members AND non-members.
 - *Notes: CCE Farmer's Market spots are limited! It is first come-first serve!*
 - *For any artist interested in doing a demonstration at the Farmer's Market please keep in mind that each artist placed in the Farmer's Market is spatially limited to a 10' x 12' "stall."*
 - *Artists CANNOT bring tables larger than 6ft.*
 - *Artists CANNOT insert new nails and hooks into the walls.*
 - *Artists will be expected to be at the venue by 8AM to set up and out of the venue by 5PM.*

**Any questions or concerns about the CCE Farmer's Market can be directed to Connie Barnes cbarnes@broomearts.org*

- **BOTH DAYS (2 Spots): \$60.00** per artist for BCAC members AND non-members.
 - *Note: This pricing tier is for artists who wish to be located at a venue on Saturday as well as the CCE Farmer's Market on Sunday.*



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- Demonstrations/performances: ongoing October 7th & 8th *Contact Holly if you have something planned for the Events Calendar.

What's Included in Artists' Participation?

- 2023 Broome Art Trail Map icon (one image per artist): This map icon previews the artist's work and displays their location on the 2023 Broome Art Trail.
- Marketing:
 - Inclusion in social media promotion of the event via Facebook, LinkedIn, and Instagram.
 - Artist information listed on the 2023 Broome Art Trail webpage (broomearts.org).
 - Featured in the Broome County Arts Council (BCAC) newsletter beginning in August.
 - A 2023 marketing timeline and a marketing "package" including digital graphics/logos/etc to help artists promote the event and themselves!
- An invitation to the 2023 Broome Art Trail kick-off party.
- Also will be provided networking opportunities with other local artists and musicians.

Categories of Work Accepted

- Printmaking
- Drawing (charcoal, graphite, colored pencil, etc.)
- Painting (watercolor, encaustic, oil, acrylic)
- Photography & Digital Art (prints and commission work)
- 3D: ceramics, wood, glass, metal, fiber, mosaic
- Sculpture
- Mixed Media
- Collage

Additional Participation Information

- The 2023 Broome Art Trail will be in-person only event, with artists and locations listed on our website (www.broomearts.org/in-the-community/broome-art-trail).
- BCAC will provide a centralized website featuring all of the artists' work and map of the venue sites.



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- Artists should plan to collect some data for reporting to BCAC via our followup participant survey (attendance, sales, visitors from outside the county, etc.). BCAC will supply a sign-in/reporting sheet for each venue.
- Sales of any work are between the artist and the buyer, and BCAC takes no part in the sale aspect. Artists are responsible for taking payment and delivery of goods and services offered, as well as for their personal accounting (submitting tax information where applicable, typically for over \$600 in sales).
- Artists will only have one icon associated in one location at a time on the printed marketing materials.
- Venues, artists, and musicians participating in the 2023 Broome Art Trail understand that BCAC is not carrying insurance to cover Broome Art Trail events that happen at an artist's home, an artist's studio, or any other locations the artist uses. Any interactions between the artists and the general public is between those two parties and does not involve BCAC. This includes injury, damage, or any other type of calamity or complaint. Artists agree to hold harmless BCAC, its employees, officers, volunteers and directors from any and all claims, actions, demands or other proceedings for any actual or alleged injury to persons or damage to property for any reason whatsoever and/or arising out of any act or omission of artist and their premises, or other locations.

Please note that works which are easily transported, functional, and easy to take home do the best for sales. However we encourage all types of work to be featured in the Broome Art Trail. Please contact Broome County Arts Council (BCAC) with any questions! hcooper@broomearts.org or via phone (607) 723-4620.